

JOB INTERVIEW I & II

OVERVIEW: The Job Interview competition requires the contestants to develop a cover letter, resume, and participate in an interview. The finalists will have an additional five minute interview, by a panel of judges, to determine the winners for each level.

I. CONTEST PURPOSE

The purpose of the job interview contest is to provide a means for TSA members to demonstrate their ability to create a resume, and to demonstrate their interview skills.

II. SCOPE OF THE CONTEST -

- A. This contest consists of two parts. The first part consists of a cover letter and resume to be submitted to the Conference Coordinator, postmarked by February 1st, the do/ahead conference registration deadline. Resume details, including job title, job description, and other pertinent information, will be provided in a mailing prior to October.
- B. The second part consists of a personal interview conducted at the conference, not to exceed five (5) minutes. The number of interviewees will be limited to twelve contestants, per level, selected on the basis of their resume.
- C. Following the first interview, two contestants, from each level, will be chosen by each judge, and interviewed a second time by a panel of judges, to determine first, second, and third place winners for each level.

III. ELIGIBILITY FOR ENTRY

- A. Must be current TSA state and national member and registered State Conference participant.
- B. This is an individual event. Maximum of 8 participants per level, per chapter.
- C. All resumes must be postmarked no later than February 1st, the do-ahead/conference registration deadline.

IV. LEVELS OF COMPETITION

- A. Level I and Level II.

V. SPECIFIC REGULATIONS

The resume and cover letter (30 points) will be judged by the following criteria:

- A. Appropriate Information 10 points
- B. Neatness..... 10 points
- C. Organization of facts in an orderly manner..... 10 points

NOTE: The resume must be typed or keyed on a word processor.

The interview (70 points) will be judged by the following criteria:

- A. Demonstration of ambition, initiative, and drive 20 points
- B. Communication Skills 20 points
- C. Self-confidence, voice, and poise 15 points
- D. Grooming and appropriate attire 15 points

Total..... 100 points maximum
Rules Violation Minus 20 points